GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

School Education – Standard Operating Procedure (SOP) for release of Rice under Public Distribution System (PDS), Mid-Day-Meal (MDM), Integrated Child Development Services Scheme (ICDS) and Hostels & Welfare Institutions – Orders – Issued.

SCHOOL EDUCATION (PROG.II) DEPARTMENT

G.O.Ms.No.79 Dated: 22.09.2023

Read:

From the CSE & SPD, SS, eFile No. SS-21021/131/2023-IED & KGBV-SSA (Computer No: 2191061), dt.29.08.2023.

ORDER:

In the reference read above, the Commissioner of School Education and the State Project Director, Samagra Shiksha have stated that the Kasturba Gandhi Balika Vidyalaya (KGBV) scheme was launched by the Government of India in August, 2004 for setting up residential schools at upper primary level for girls belonging predominantly to the SC, ST, OBC and Minorities in difficult areas in the country. In order to provide nutritious diet to all the students, the Government of Andhra Pradesh is providing quality diet to all KGBVs comprising of 5 eggs in a week, daily fruits, weekly chicken, chikkis, ragi malt and milk. All the grocery and vegetables required are being procured through the District Level Committee under the Chairmanship of Joint Collector. However, in case of procurement of rice, some issues are come to light in the KGBV schools due to dual practises in transportation of rice to the school points. There is no uniformity in procurement of rice in both Type III and IV KGBVs. In order to place rice indent and supply of rice, the Principals of Type III and IV KGBVs get engaged for two to three working days, resulting in loss of academic instructional days. In some of the districts, the principals are facing problems in making payments and also in placing indent in time. Therefore, he has requested to issue Standard Operating Procedure (SOP) to avoid the dual practises in rice supply and untimely supply of rice to the door steps of KGBVs.

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2. Government after careful examination of the matter, hereby issue the following Standard Operating Procedure (SOP) for release of Rice to all Hostels and Welfare Institutions including KGBVs of Samagra Siksha to have uniform supply process on par with Mid-day Meal (MDM) in the State:

I. The following committee shall review the implementation of the Standard Operating Procedure (SOP) for release of Rice under PDS, MDM, ICDS and Hostels & Welfare Institutions:

a) The Stakeholders at State-Level associated with supply chain:

1.	Commissioner of School Education	Chairman
2.	Commissioner of Food, Civil Supplies & Consumer Affairs	Member-convenor
3.	Commissioner, Women Development & Child Welfare	Member
4	Director of Social Welfare	Member
5.	Director of Tribal Welfare	Member
6.	Director of B.C Welfare	Member
7.	State Project Director, Samagra Shiksha	Member
8.	Director, Mid-day Meal	Member
9.	Secretary, APREIS	Member
10.	Secretary, APSWREIS	Member
11.	Secretary, APTWREIS	Member
12.	Secretary, MJPAPBCWREIS	Member

b) The Stakeholders at District Level associated with supply chain:

1.	Joint Collector	Chairman
2.	District Manager, Civil Supplies	Member-convenor
3.	District Educational Officer	Member
4.	Project Director, District Women and Child Welfare & Empowerment Officer	Member

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5.	District Scheduled Caste Welfare & Empowerment Officer	Member
6.	District Tribal Welfare & Empowerment Officer	Member
7.	District BC Welfare & Empowerment Officer	Member
8.	Additional Project Co-ordinator, SS	Member
9.	District Co-ordinator, SWREIS	Member
10.	District Co-ordinator, TWREIS	Member

II. Standard Operating Procedure (SOP) for release of Rice under PDS, MDM, ICDS and Hostels & Welfare Institutions:

Sl.No.	Description	Time line			
		PDS	MDM	ICDS	KGBV Hostels & Welfare Institutions
1.	Commissioner Civil Supplies Allotment	4th of preceding month - (for releases from FCI/DCP Stocks)	Half-yearly allocation (April to September in April month and October to March in October month)	Quarterly allocation (April to June in April, July to September in July, October to December in October and January to March in January)	No. Allocation from GoI from April, 2023
2.	APSCSCL Allotment & SCM entries	6th of preceding month	-	-	-
3.	Enable of screen by NIC in SCM to the DCSM, APSCSCL to select the rice category (Sortex / Non Sortex, Fortified Rice etc) to the respective Hostels / Institutions, Schools & AWCs and updating of price	-	15th of every month	15th of every month	15th of every month

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4.	1) Entry of FP Shop Closing Balances in SCM Portal	18th of every month	-	-	-
	2) Entry of Closing Balances by the Principal / Headmaster / In-charge of respective KGBV Hostels / Institutions/MDM/ICDS	-	16th of Every Month	16th of every month	16th of every month
5.	Placing of Indent by the APC/ Principal / Headmaster / In-charge of respective Hostels / Institutions/MDM /ICDS to the CCS for making allotment for the succeeding month	-	16th of every month	16th of every month	16th of every month
6.	Rice indent verification by the State Project Director, SS	-	-	-	17th of every month
7.	Scrutiny and issue of allotment by the Commissioner of Civil Supplies for the succeeding month	-	18th of every month	18th of every month	18th of every month
8.	Generation of ROs in SCM and Commencement of Stage-II movement {i.e., from MLS points to Welfare Hostels / Institutions and to FP Shops (Under PDS, MDM, KGBVs (Type -III & IV) & ICDS))	from 19th of every month	from 19th of every month	from 19th of every month	from 19th of every month
9.	Completion of Stage-II movement	29th of the month			

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10.	Reconciliation by the District Educational Officer & Ex-officio Project Coordinator, Samagara Shiksha	30th of every month
11.	If any technical issues arouse during the entire process, then the concerned Principal / Headmaster has to intimate to local Tahsildar or any other higher official to resolve the issue.	30th of the every month

III. Payment system:

In view of the gaps identified in the existing payment system for food grains, supply of rice and transportation charges it is decided to align with the concerned Heads of the Departments of Hostels & Welfare Institutions to the VC & MD, Civil Supplies directly.

i) Under this SOP, the District Managers, Civil Supplies Corporations will rise the bills in the name of District Heads of concerned Hostels & Welfare Institutions.

ii) The District Heads of concerned Hostels & Welfare Institutions will compile all the bills of schools and shall submit to the concerned Heads of the Departments.

iii) The concerned Heads of the Departments shall pay the total cost of food grains including transportation charges to the Civil Supplies department.

iv) The Secretary, KGBV shall take necessary measures to enter the details of all students of both Type III and IV KGBVs in IMMS app in consultation with Director, MDM, A.P.,

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v) It is the prime responsibility of the District Educational Officer concerned to ensure placing of 100% rice indent by all schools in his / her jurisdiction.

IV. Precautionary measures to meet the unforeseen circumstances:

i) In case of delay in supply of rice, the concerned Principal / Headmaster has to bring to the notice of Tahsildar/ DM Civil Supplies and Joint Collector, so as to resolve the supply of rice issues by 30th of every month.

ii) In case of delay in supply of rice to the particular KGBV/School/Hostel due to any unforeseen reasons, the principals of concerned KGBV/School/Hostel shall take the rice from the neighbouring educational institutions or from the local dealers on credit basis.

iii) The Principals/ Headmasters who are having sufficient stock of rice in their KGBV/School/Hostel should arrange the needy schools on reimbursement/returnable basis.

iv) The needy KGBV/School/Hostel that received the stock of rice from the nearby schools shall return the stock within 20 days.

v) No KGBV/School/Hostel should be affected due to non-availability of adequate supply of rice under any circumstances as per this SOP.

3. All the Heads of the Departments indicated in the address entries and all the District Collectors in the State shall follow the

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above Standard Operating Procedure (SOP) without any deviation for successful implementation.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

Dr.K.S.JAWAHAR REDDY
CHIEF SECRETARY TO GOVERNMENT

To
The Commissioner of School Education, A.P,
Ibrahimpatnam, NTR District.
The Commissioner of Food, Civil Supplies & Consumer Affairs,
3rd Floor, Civil Supplies Bhavan, Sri Sai Towers,
Besides SIRIS Company, Kanuru Bandar Road,
Vijayawada – 520007.
The Commissioner, Women Development & Child Welfare,
2nd Floor, Jampani Towers, Lodge Center,
Amaravathi Road, Guntur-522002.
The State Project Director, Samagra Shiksha,
Patamata, Vijayawada.
The Director, Mid-Day-Meal, A.P, Ibrahimpatnam, NTR District.
The Director of Social Welfare, T.G Plaza Building,
Tadepalli, Guntur District.
The Director of Tribal Welfare, D.No.40-6-22A,
Kandhari, Hotel Road, Revenue Colony Vijayawada,
AP – 520 010.
The Director of B.C Welfare, Vishal Residency,
2nd & 3rd Floors, Opp. Lane of VR Siddartha Engg.College,
Tadigadapa, Vijayawada – 521134.
The Secretary, A.P. Residential Educational Institutions Society.
The Secretary, A.P. Social Welfare Residential Educational
Institutions Society, Moksha Sai Plaza,
Tadepalli Guntur.522501
The Secretary, A.P. Tribal Welfare Residential Educational
Institutions Society, Moksha Sai Plaza,
Tadepalli Guntur.522501

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The Secretary, Mahatma Jyotiba Phule A.P.B.C. Welfare Residential Educational Institutions Society.
All the District Collectors in the State.
Copy to:
The Spl. CS to Hon'ble CM.
The OSD to Hon'ble Min (Edn).
The PS to Chief Secretary to Govt.
The Spl. CS to Govt. (BCW)
The PS to Prl. Secretary to Govt.(SE).
The PS to Prl. Secretary to Govt.(TW)
The PS to Prl. Secretary to Govt.(SW)
The PS to Prl. Secretary to Govt.(WCD&S)
The PS to Ex-officio Secretary to Govt. (CA&CS).
Sf/Sc

//FORWARDED::BY ORDER//

SECTION OFFICER